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## INFORMATION & PUBLIC RELATIONS DEPARTMENT

### NOTIFICATION

The 16th March, 2024

No.4524—PT1-IPR-OE1-CSNG-0004/2022— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and in supersession of all Orders and Instructions, except as respects things done or omitted to be done before such supersession, the Governor of Odisha do hereby make the following rules regulating the Method of Recruitment and Conditions of Service of Persons appointed to the technical posts in the Information and Public Relations Technical Service, namely:-

### CHAPTER- I

#### PRELIMINARY

**1. Short title and Commencement:—** (1) These rules may be called the Odisha Information and Public Relations Technical Service (Method of Recruitment and Conditions of Service) Rules, 2024.

(2) They shall come into force on the date of their publication in the *Odisha Gazette*.

**2. Definitions:—**(1) In these rules, unless the context otherwise requires—

- (a) "Commission" means the Odisha Staff Selection Commission;
- (b) "Committee" means Departmental Promotion Committee constituted under sub-rule (1) of rule 7;
- (c) "Ex-Servicemen" means a person as defined in the Odisha Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985;
- (d) "Government" means the Government of Odisha;
- (e) "Person with Disabilities" means persons who have been granted a disability certificate by Competent Authority as per the provisions of the Rights of Persons with Disability Act, 2016 (49 of 2016);

(f) "Probationer" means a person who is under probation after his/her appointment to the service by direct recruitment or by promotion;

(g) "Scheduled Castes and Scheduled Tribes" means such castes and tribes as specified in the Constitution (Scheduled Castes) Order, 1950 and the Constitution (Scheduled Tribes) Order, 1950 as the case may be, made under Articles 341 and 342 of the Constitution of India respectively and as amended from time to time;

(h) "SEBC" means the Socially and Educationally Backward Classes of citizens other than the Scheduled Castes and Scheduled Tribes as may be specified by the State Government from time to time in the list under the Odisha State Commission for Backward Classes Act, 1993 (Odisha Act 16 of 1993);

(i) "Schedule" means the Schedule appended to these rules;

(j) "Sports-person" means a person who has been issued with identity card as sportsman by the Director, Sports as per Resolution No. 24808/Gen. dated 18th November, 1985 of General Administration Department; and

(k) "Year" means the calendar year.

(l) "Service" means Odisha Information and Public Relations Technical Service.

(2) All other words and expressions used in these rules but not specially defined shall, unless the context otherwise requires have the same meaning as respectively assigned to them in the Odisha Service Code.

## **CHAPTER-II**

### **CONSTITUTION OF SERVICE**

**3. Constitution of Service:—**(1) The service shall consist of different cadres comprising defined Technical Posts in the following categories, namely:-

(i) (a) Assistant Programme Coordinator

(b) Senior Assistant Programme Coordinator

(c) Programme Coordinator

(d) Assistant Director (Coordination)

(ii) (a) Cameraman

(b) Senior Cameraman

(c) Senior Cameraman Grade-I

(d) Assistant Director (Video)

(iii) (a) Sound Recordist

(b) Senior Sound Recordist

(c) Senior Sound Recordist Grade-I

(d) Assistant Director (Film)

(iv) (a) Video Film Editor

(b) Chief Editor (Video)

(v) (a) Photographer

(b) Chief Photographer/ Chief Photographer (Digital Photo Service and Digital Photo Wing)

(c) Photo Officer

(d) Assistant Director (Photo)

(vi) (a) Graphic Designer

(b) Chief Graphic Designer

(vii) (a) Mechanic

(b) Mechanical Supervisor

(viii) (a) Scribe

(b) Senior Scribe/ Senior Scribe-*cum*-Calligraphist

(c) Chief Calligraphist

(ix) (a) Computer Programmer

(b) System Analyst

(x) (a) Assistant Operator

(b) Operator

(c) Projectionist

(d) Head Operator and Film Librarian

(e) Operation Supervisor

(xi) (a) Lightman

(b) Senior Lightman

(2) Each category shall constitute a separate cadre.

- (3) Each cadre shall consist of such number of posts as may be fixed by the Government from time to time in consultation with the Finance Department.
- (4) The Scale of Pay of the posts shall be such as may be determined by the Government from time to time.
- (5) The provisions regarding the posts covered under these rules which were earlier being regulated by the Odisha Information and Public Relations Technical and Non-technical Service (Method of Recruitment and conditions of Service) Rules, 2015, henceforth shall deem to have been deleted from the said rules.

### CHAPTER-III METHOD OF RECRUITMENT

**4. Method of Recruitment:—**Subject to other provisions made in these rules recruitment to different posts shall be made by the following methods, namely:—

- (1) (a) Recruitment to the post of *Assistant Programme Coordinator* shall be made by direct recruitment in accordance with the procedure specified in the Schedule - I.
- (b) Recruitment to the post of *Senior Assistant Programme Coordinator* shall be made by way of promotion from among the *Assistant Programme Coordinators* who have completed at least eight years of continuous service as such.
- (c) Recruitment to the post of *Programme Coordinator* shall be made by way of promotion from among the *Senior Assistant Programme Coordinators* who have completed at least four years of continuous service as such.
- (d) Recruitment to the post of *Assistant Director (Coordination)* shall be made by way of promotion of the employee holding the post of *Programme Coordinator* and having completed at least three years of continuous service as such.
- (2) (a) Recruitment to the post of *Cameraman* shall be made by direct recruitment in accordance with the procedure specified in the Schedule- II.

- (b) Recruitment to the post of *Senior Cameraman* shall be made by way of promotion from among the *Cameramen*, who have completed at least eight years of continuous service as such.
  - (c) Recruitment to the post of *Senior Cameraman Grade- I* shall be made by way of promotion from among the *Senior Cameramen*, who have completed at least four years of continuous service as such.
  - (d) Recruitment to the post of *Assistant Director (Video)* shall be made by way of promotion of the employee, holding the post of *Senior Cameraman Grade-I*, having completed at least three years of continuous service as such.
- (3)** (a) Recruitment to the post of *Sound Recordist* shall be made by direct recruitment in accordance with the procedure specified in the Schedule- III.
- (b) Recruitment to the post of *Senior Sound Recordist* shall be made by way of promotion from among the *Sound Recordists* who have completed at least eight years of continuous service as such.
  - (c) Recruitment to the post of *Senior Sound Recordist Grade- I* shall be made by way of promotion from among the employees of *Sound Recordist Grade - I*, who have completed at least four years of continuous service as such.
  - (d) Recruitment to the post of *Assistant Director (Film)* shall be made by way of promotion of the employee, holding the post of *Senior Sound Recordist Grade- I*, having completed at least three years of continuous service as such.
- (4)** (a) Recruitment to the post of *Video Film Editor* shall be made by direct recruitment in accordance with the procedure specified in the Schedule - IV.
- (b) Recruitment to the post of *Chief Editor (Video)* shall be made by way of promotion from among the *Video Film Editors* who have completed at least eight years of continuous service as such.
- (5)** (a) Recruitment to the post of *Photographer* shall be made by direct recruitment in accordance with the procedure specified in the Schedule - V.

- (b) Recruitment to the post of *Chief Photographer or Chief Photographer (Digital Photo Service and Digital Photo Wing)* as the case may be shall be made by way of promotion from among the Photographers who have completed at least eight years of continuous service as such.
  - (c) Recruitment to the post of *Photo Officer* shall be made by way of promotion from among the Chief Photographer or Chief Photographer (Digital Photo Service and Digital Photo Wing) who have completed at least four years of continuous service as such.
  - (d) Recruitment to the post of *Assistant Director (Photo)* shall be made by way of promotion of the Photo Officer who have completed at least three years of continuous service as such.
- (6)** (a) Recruitment to the post of *Graphic Designer* shall be made by direct recruitment in accordance with the procedure specified in the Schedule- VI.
- (b) Recruitment to the post of *Chief Graphic Designer* shall be made by way of promotion from among the *Graphic Designers* who have completed at least eight years of continuous service as such.
- (7)** (a) Recruitment to the post of *Mechanic* shall be made by direct recruitment in accordance with the procedure specified in the Schedule – VII.
- (b) Recruitment to the post of *Mechanical Supervisor* shall be made by way of promotion from among the Mechanics, who have completed at least eight years of continuous service as such.
- (8)** (a) Recruitment to the post of *Scribe* shall be made by direct recruitment in accordance with the procedure specified in the Schedule - VIII.
- (b) Recruitment to the post of *Senior Scribe or Senior Scribe-cum-Calligraphist* as the case may be shall be made by way of promotion from among the *Scribes*, who have completed at least eight years of continuous service as such.
- (c) Recruitment to the post of *Chief Calligraphist* shall be made by way of promotion from among the Senior Scribes and Senior Scribe-cum-

Calligraphists, who have completed at least four years of continuous service as such.

- (9) (a) Recruitment to the post of *Computer Programmer* shall be made by direct recruitment in accordance with the procedure specified in the Schedule - IX.
- (b) Recruitment to the post of *System Analyst* shall be made by way of promotion from among the *Computer Programmers* who have completed at least eight years of continuous service as such.
- (10) (a) Recruitment to the post of *Assistant Operator* shall be made by direct recruitment in accordance with the procedure specified in the Schedule - X.
- (b) Recruitment to the post of *Operator* shall be made by way of promotion from among the Assistant Operators who have completed at least six years of continuous service as such.
- (c) Recruitment to the post of *Projectionist* shall be made by way of promotion from among the *Operators* who have completed at least four years of continuous service as such.
- (d) Recruitment to the post of *Head Operator or Film Librarian* as the case may be shall be made by way of promotion from among the *Projectionists* who have completed at least three years of continuous service as such.
- (e) Recruitment to the post of *Operation Supervisor* shall be made by way of promotion from among the *Head Operators and Film Librarian* who have completed at least two years of continuous service as such.
- (11)(a) Recruitment to the post of *Lightman* shall be made by direct recruitment in accordance with the procedure specified in the Schedule - XI.
- (b) Recruitment to the post of *Senior Lightman* shall be made by way of promotion from among the *Lightmen* who have completed at least six years of continuous service as such.

**5. Reservation:—**Notwithstanding anything contained in these rules reservation of vacancies or posts, as the case may be, for-

- (a) Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions of the Odisha Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under or any other rule or Law in force at the relevant time; and
- (b) S.E.B.C., Women, Sportsmen, Ex-servicemen and Persons with Disabilities shall be made in accordance with the provisions made under such Acts, rules, orders or instructions issued in this behalf by the Government from time to time.

#### **CHAPTER-IV**

#### **DIRECT RECRUITMENT**

**6. General Eligibility Criteria for Direct Recruitment :—**(1) In order to be eligible for direct recruitment, to the Service, a candidate must—

- (a) be a citizen of India;
- (b) have attained the age of 21 years and must not be above the age of 32 years on the 1st day of January of the year of recruitment :

Provided that the upper age limit in respect of reserved categories of candidates referred to in rule 5 shall be relaxed in accordance with the provisions of the Act, Rules, Orders or Instructions, for the time being in force, for the respective categories;

- (c) be of good mental conditions and bodily health and free from any physical defect likely to interfere with the discharge of his duties in the service and the candidate, who after such medical examinations not found to satisfy these requirement, shall not be appointed to the service;
- (d) not have more than one spouse living:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person or there are other grounds for doing so, exempt any person from the operation of this rule.



(e) be able to speak, read and write Odia and have:

- (i) passed M. E: Examination with Odia as a language subject;
- (ii) passed Matriculation or equivalent examination with Odia as medium of examination in non-language subject; or
- (iii) passed in Odia as language subject in the final examination of Class-VII or above; or
- (iv) passed a test in Odia in Class - VII standard conducted by the Board of Secondary Education, Odisha.

(2) Educational Qualification:

- (a) In order to be eligible for recruitment to the post of **Assistant Programme Coordinator** under Clause (a) of sub-rule (1) of rule 4, a candidate must have passed at least Higher Secondary (+2) with Diploma/ Degree in Film Direction/ Producing for Film/ TV and have skills to undertake various program production like Scripting, Pre-Production and Post Production work.
- (b) In order to be eligible for recruitment to the post of **Cameraman** under Clause (a) of sub-rule (2) of rule 4, a candidate must have passed at least Higher Secondary(+2) with Diploma/ Degree in Cinematography from any recognized University and have skills in multi camera set up and AV production.
- (c) In order to be eligible for recruitment to the post of **Sound Recordist** under Clause (a) of sub-rule (3) of rule 4, a candidate must have passed at least Higher Secondary(+2) with Diploma/ Degree in Sound Recording & TV Engineering/ Sound Recording & Design from any recognized institute/ University and have skills in both field and studio recording with knowledge of digital sound Recording and sound mixing and maintenance of audio equipment and accessories.
- (d) In order to be eligible for recruitment to the post of **Video Film Editor** under Clause (a) of sub-rule (4) of rule 4, a candidate must have passed at least Higher Secondary (+2) with Diploma/Degree in Video editing/ Film Production from recognized Institute/ University with skills in AV production, Multimedia and AV Archival.

- (e) In order to be eligible for recruitment to the post of **Photographer** under Clause (a) of sub-rule (5) of rule 4, a candidate must have passed at least Higher Secondary (+2) with Diploma in Cinematography from recognized institutions and have skills in Digital Photography, Photo editing, use of various related software and storage of digital images.
- (f) In order to be eligible for recruitment to the post of **Graphic Designer** under Clause (a) of sub-rule (6) of rule 4, a candidate must have Degree in Fine Art/ Visual Art from recognized University with PG Diploma in Multimedia/ Animation/ Visual Effects and have skills in designing of sets and advertisement materials with knowledge to visualize concepts and create graphics including illustrations, logos, layouts and photos.
- (g) In order to be eligible for recruitment to the post of **Mechanic** under Clause (a) of sub-rule (7) of rule 4, a candidate must have passed at least Higher Secondary (+2) with Diploma in Electronics from any recognized institution and have skills in repairing of audio visual equipment.
- (h) In order to be eligible for recruitment to the post of **Scribe** under Clause (a) of sub-rule (8) of rule 4, a candidate must have Degree in Fine Art/Visual Art from a recognized University with knowledge in use of Computer Applications like Photoshop& Corel Draw.
- (i) In order to be eligible for recruitment to the post of **Computer Programmer** under Clause (a) of sub-rule (9) of rule 4, a candidate must have passed B.Tech. or B.E. in Computer Science/ Electronic and Telecommunication or must be an MCA.
- (j) In order to be eligible for recruitment to the post of **Assistant Operator** under Clause (a) of sub-rule (10) of rule 4, a candidate must have passed ITI in Electricals/ Electronics from any recognized institute with knowledge in operation and maintenance of audio visual equipment.
- (k) In order to be eligible for recruitment to the post of **Light man** under Clause (a) of sub-rule (11) of rule 4, a candidate must have passed ITI in Wireman/ Electrician from any recognized institute.

## CHAPTER-V PROMOTION

**7. Constitution of Departmental Promotion Committee:—**(1) There shall be constituted a Departmental Promotion Committee consisting of the following members to consider the cases of eligible employees for promotion, namely:-

- |  |                    |
|--|--------------------|
| a. Secretary to Government,<br>Information & Public Relations Department   | - Chairman         |
| b. Director, Information & Public Relations  | - Member           |
| c. Director (Technical), Information & Public Relations  | - Member           |
| d. Joint Secretary/ Deputy Secretary/Under-Secretary<br>to Government, Information & Public Relations<br>Department (In-charge of the Establishment Section) | - Member Secretary |

(2) The Committee shall ordinarily meet at least once a year in the month of December and prepare a list of employees suitable for promotion.

(3) The recommendation of the Committee shall be valid and can be operated upon notwithstanding the absence of any one of its members other than the Chairman:

Provided that the member so absenting was duly invited to attend the meeting of the Committee and the majority of the members of the Committee attended the meeting.

(4) The Committee while considering the list of suitable employees for promotion shall follow the provisions of,-

- (i) the Odisha Civil Services (Zone of Consideration for Promotion) Rules, 1988;
- (ii) the Odisha Civil Services (Criteria for Promotion) Rules, 1992;
- (iii) the Odisha Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the Rules made there under;
- (iv) the Odisha Civil Services (Criteria for Selection for Appointment including promotion) Rules, 2003; and,
- (v) Any other law, rule or instruction in the matter in force at the relevant time.
- (vi) The Committee shall take into consideration the service records of the employees for appointment to the said service by way of promotion.

## CHAPTER-VI

### OTHER CONDITIONS OF SERVICE

**8. Select List:—**(1) The list prepared by the Committee, after being approved by the Government shall form the select list.

(2) The select list shall ordinarily remain in force for a period of one year from the date of its approval by the Government or until another select list is prepared afresh, whichever is earlier.

**9. Probation and Confirmation:—**(1) Every person appointed to the post by direct recruitment shall be on probation for a period of two years and when appointed on promotion shall be on probation for a period of one year from the date of joining the post:

Provided that the Appointing Authority may, if think fit, in any case or class of cases, extend the period of probation:

Provided further that such period of probation shall not include—

- a. Extraordinary leave;
- b. period of unauthorised absence; or
- c. any other period held to be not being on actual duty

(2) The appointment of a probationer may, for good and sufficient reasons to be recorded in writing, be terminated by Government at any time without previous notice during the period of probation including extension of such period, if any, and after such termination, the employee shall be deemed to be reverted to his/her former cadre/post, if he/she is a promotee.

(3) A probationer after completing the period of probation to the satisfaction of the Government shall be eligible for confirmation subject to the availability of substantive vacancy in the service.

**10. Inter se Seniority:—**The *Inter se* Seniority of persons appointed to the posts by direct recruitment in a year shall be determined in the order their names appear in select lists.

**11. Other Conditions of Service:—**The conditions of service in regard to matters not covered by these rules shall be the same as are or as may from time to time be prescribed by the State Government.

**CHAPTER-VII**  
**MISCELLANEOUS**

**12. Relaxation:—**When the Government are of the opinion that it is necessary or expedient to do so in the public interest, they may, by order, relax any of the provisions of these rules in respect of any class or category of employees in the interest of public service as per rules.

**13. Interpretation:—**If any question or doubt arises relating to interpretation of these rules, it shall be referred to Government whose decision thereon shall be final.

**14. Power to issue Instructions:—**The Government may issue such instructions not inconsistent with the provisions of these rules as they may consider necessary to regulate the matters not specially covered by the provision of these rules.

By Order of the Governor

SANJAY KUMAR SINGH

Principal Secretary to Government

**SCHEDULE - I**

[See sub-rule (1)(a) of rule - 4]

**Procedure for direct recruitment to the post of Assistant Programme Coordinator:**

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

**Scheme and Subjects for the Examination**

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be of objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Odia	20		
	English	20		
Paper-II (100 marks)	Technical Paper (Film Direction & Production)	50	Two Hours	

- II. Skill Test (Scripting, Production of Video Film) ) - 50 marks (Minimum Qualifying Marks- 20)

**Note:**

- i. The questions for Paper-I shall be of Matriculation standard and the questions of Paper-II shall be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.

## SCHEDULE II

[See sub-rule (2)(a) of rule 4]

### Procedure for direct recruitment to the post of Cameraman:

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

### Scheme and Subjects for the Examination

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Odia	20		
	English	20		
Paper-II (100 marks)	Technical Paper (Cinematography)	50	Two Hours	

- II. Skill Test (Operation of Video Cameras having latest technology, Multi Camera Technique/ Live Streaming) - 50 marks

### Note:

- i. The questions for Paper-I shall be of Matriculation standard and the questions of Paper-II shall be of the standard of prescribed qualification with emphasis on practical use/operation of Video Camera.
- ii. Those who will qualify the written test shall be called for the practical skill test.

### SCHEDULE III

[See sub-rule (3)(a) of rule 4]

**Procedure for direct recruitment to the post of Sound Recordist:**

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

**Scheme and Subjects for the Examination**

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Odia	20		
	English	20		
Paper-II (100 marks)	Technical Paper (Sound Engineering)	50	Two Hours	

- II. Skill Test (Sound Recording and mixing ) - 50 marks (Minimum Qualifying Marks- 20)

**Note:**

1. The questions for Paper-I shall be of Matriculation standard except the questions of Technical Paper (Sound Engineering), which will be of the standard of prescribed qualification.
2. Those who will qualify the written test shall be called for the practical skill test.



## SCHEDULE IV

[See sub-rule (4)(a) of rule 4]

### Procedure for direct recruitment to the post of Video Film Editor:

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

### Scheme and Subjects for the Examination

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Language Test (Odia)	20		
	Language Test (English)	20		
Paper-II (100 marks)	Technical Paper (Editing (Video))	50	Two Hours	

- II. Skill Test (Editing of Video Film) ) - 50 marks (Minimum Qualifying Marks- 20)

### Note:

- i. The questions for Paper-I and Paper-II shall be of Matriculation standard except the questions of Technical Paper (Editing (Video)), which will be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.

## SCHEDULE V

[See sub-rule (5)(a) of rule 4]

### Procedure for direct recruitment to the post of Photographer:

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

### Scheme and Subjects for the Examination

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Language Test (Odia)	20		
	Language Test (English)	20		
Paper-II (100 marks)	Technical Paper (Photography)	50	Two Hours	

- II. Skill Test (Operation of Digital Camera having latest Technology, Photo editing, use of various software relating to Photography and storing of digital images) - 50 marks (Minimum Qualifying Marks- 20)

### Note:

- i. The questions for Paper-I and Paper-II shall be of Matriculation standard except the questions of Technical Paper (Photography), which will be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.

## SCHEDULE VI

[See sub-rule (6)(a) of rule 4]

### Procedure for direct recruitment to the post of Graphic Designer:

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

### Scheme and Subjects for the Examination

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Language Test (Odia)	20		
	Language Test (English)	20		
Paper-II (100 marks)	Technical Paper (Fine Art/ Visual Art)	50	Two Hours	

- II. Skill Test on Art & Designing of advertisement materials/ Cover page of magazine by way of creation of graphics, illustrations, logos, layouts and photos)- 50 marks (Minimum Qualifying Marks- 20)

### Note:

- i. The questions for Paper-I and Paper-II shall be of Matriculation standard except the questions of Technical Paper (Fine Art/ Visual Art), which will be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.

## SCHEDULE VII

[See sub-rule (7)(a) of rule 4]

### Procedure for direct recruitment to the post of Mechanic:

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

### Scheme and Subjects for the Examination

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Language Test (Odia)	20		
	Language Test (English)	20		
Paper-II (100 marks)	Technical Paper (Electronics)	50	Two Hours	

- II. Skill Test (Repairing of Audio Visual Equipment)- 50 marks (Minimum Qualifying Marks- 20)

### Note:

- i. The questions for Paper-I and Paper-II shall be of Matriculation standard except the questions of Technical Paper (Electronics), which will be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.

## SCHEDULE VIII

[See sub-rule (8)(a) of rule 4]

### Procedure for direct recruitment to the post of Scribe:

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

### Scheme and Subjects for the Examination

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and each question will carry 1 mark and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Language Test (Odia)	20		
	Language Test (English)	20		
Paper-II (100 marks)	Technical Paper (Fine Art/ Visual Art)	100	Two Hours	

- II. Skill Test on Art and typing and designing of Articles (both in Odia and English) of magazines using Computer Applications like Photoshop & Corel Draw- 50 marks (Minimum Qualifying Marks- 20)

### Note:

- i. The questions for Paper-I and Paper-II shall be of Matriculation standard except the questions of Technical Paper (Fine Art/ Visual Art), which will be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.

## SCHEDULE IX

[See sub-rule (9)(a) of rule 4]

### Procedure for direct recruitment to the post of Computer Programmer:

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

### Scheme and Subjects for the Examination

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Language Test (Odia)	20		
	Language Test (English)	20		
Paper-II (100 marks)	Technical Paper (Computer Programming)	50	Two Hours	

- II. Skill Test on Computer Programming - 50 marks (Minimum Qualifying Marks- 20)

### Note:

- i. The questions for Paper-I and Paper-II shall be of Matriculation standard except the questions of Technical Paper (Computer Programming), which will be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.

## SCHEDULE X

[See sub-rule (10) (a) of rule 4]

### Procedure for direct recruitment to the post of Assistant Operator:

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

### Scheme and Subjects for the Examination

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Language Test (Odia)	20		
	Language Test (English)	20		
Paper-II (100 marks)	Technical Paper (Electricals/ Electronics)	50	Two Hours	

- II. Skill Test (Operation of Audio Visual Equipment) - 50 marks (Minimum Qualifying Marks- 20)

### Note:

- i. The questions for Paper-I and Paper-II shall be of Matriculation standard except the questions of Technical Paper (Electricals/ Electronics), which will be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.

**SCHEDULE XI**

[See sub-rule (11) (a) of rule 4]

**Procedure for direct recruitment to the post of Lightman:**

1. A combined competitive examination for direct recruitment to the service shall be conducted by the Commission at such intervals as may be considered necessary for the number of posts requisitioned by the Information & Public Relations Department.
2. The Commission will conduct written examination and prescribed Skill Test and take into account the marks secured in both for preparation of select list on the basis of merit and recommendation of names of such candidates for appointment.

**Scheme and Subjects for the Examination**

- I. The written examination shall consist of two papers with following subjects in the manner prescribed below:

Paper (Total Marks)	Part/ Subject	No. of questions from each part	Exam. Duration	Remarks
Paper-I (100 marks)	General Knowledge	15	Two Hours	All questions will be objective type and there will be negative marking @ 0.25 for each wrong answer.
	Objective Mathematics	15		
	Reasoning	15		
	Basic Computer Knowledge	15		
	Language Test (Odia)	20		
	Language Test (English)	20		
Paper-II (100 marks)	Technical Paper (Wireman/ Electrician)	50	Two Hours	

- II. Skill Test (Operation of different lighting equipment used during shooting of indoor/ outdoor events) - 50 marks (Minimum Qualifying Marks- 20)

**Note:**

- i. The questions for Paper-I and Paper-II shall be of Matriculation standard except the questions of Technical Paper (Wireman/ Electrician), which will be of the standard of prescribed qualification.
- ii. Those who will qualify the written test shall be called for the practical skill test.